

BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET

E-Mail: BrownCountyCountyBoard@co.brown.wi.us

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600



PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

**THE WEEK OF
JULY 16 – 20, 2018**

MONDAY, JULY 16, 2018

- | | | |
|----------|---------------------|---|
| *3:30 pm | Housing Authority | Room 310, City Hall
100 N. Jefferson Street |
| *4:30 pm | Board of Adjustment | Room 391, Northern Building
305 E. Walnut Street |

TUESDAY, JULY 17, 2018

- | | | |
|----------|--|---|
| *3:30 pm | Children With Disabilities Education Board | Syble Hopp School
755 Scheuring Road |
| *4:30 pm | Veterans' Recognition Subcommittee | Room 201, Northern Building
305 E. Walnut Street |

WEDNESDAY, JULY 18, 2018

- | | | |
|----------|--|--|
| *6:45 pm | Administration Committee – <i>Special Meeting</i> | Room 207, City Hall
100 N. Jefferson Street |
| 6:45 pm | Planning, Development & Transportation Committee &
Executive Committee - <i>Joint Special Meeting</i> | Room 210, City Hall
100 N. Jefferson Street |
| *7:00 pm | Brown County Board of Supervisors | Legislative Room 203, City Hall
100 N. Jefferson Street |

THURSDAY, JULY 19, 2018

- | | | |
|----------|---------------|------------------------------------|
| *5:15 pm | Library Board | Central Library
515 Pine Street |
|----------|---------------|------------------------------------|

FRIDAY, JULY 20, 2018

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

AGENDA
BROWN COUNTY HOUSING AUTHORITY
Monday, July 16, 2018, 3:30 p.m.
City Hall, 100 N. Jefferson Street, Room 310
Green Bay, WI 54301

The mission of the Brown County Housing Authority is to ensure that all residents of Brown County have the opportunity for safe, affordable housing.

MEMBERS: Corday Goddard - Chair, Tom Diedrick – Vice Chair, Sup. Andy Nicholson, Ann Hartman and John Fenner

APPROVAL OF MINUTES:

1. Approval of the minutes from the May 18, 2018, meeting of the Brown County Housing Authority Project Based Voucher Advisory Sub-committee.
2. Approval of the minutes from the May 21, 2018, meeting of the Brown County Housing Authority.
3. Approval of the minutes from the June 25, 2018, special meeting of the Brown County Housing Authority.

COMMUNICATIONS:

REPORTS:

4. Report on Housing Choice Voucher Rental Assistance Program:
 - A. Preliminary Applications
 - B. Unit Count
 - C. Housing Assistance Payments Expenses
 - D. Housing Quality Standard Inspection Compliance
 - E. Program Activity/52681B (administrative costs, portability activity, SEMAP)
 - F. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)
 - G. VASH Reports (new VASH and active VASH)
 - H. Langan Investigations Criminal Background Screening and Fraud Investigations
 - I. Quarterly Langan Denials report
 - J. Quarterly Active Cases Breakdown
 - K. Quarterly End of Participation
 - L. Quarterly Customer Service Satisfaction
5. ICS's Annual Report for 2017.

OLD BUSINESS:

NEW BUSINESS:

6. Consideration with possible action regarding Family Unification Program Vouchers.
7. Consideration with possible action regarding award of BCHA Public Service Grants.

8. Consideration with possible action on opportunity to apply for additional VASH Vouchers.
9. Consideration with possible action on approval to changes to Chapter 8 (Housing Quality Standards) of the BCHA Administrative Plan.
10. Consideration with possible action regarding approval of BCHA contributing up to \$20,000 toward City Hall 6th Floor Remodeling.

BILLS AND FINANCIAL REPORT:

11. Consideration with possible action on acceptance of BCHA bills.
12. Consideration with possible action on acceptance of the BCHA financial report.
13. Review of Investments.

ADMINISTRATOR'S REPORT AND INFORMATIONAL:

14. Date of next meeting: August 20, 2018.

ZONING

Brown County

305 E. WALNUT STREET, ROOM 320
P.O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-6480 FAX (920) 448-4487
WEB SITE www.co.brown.wi.us/zoning



WILLIAM BOSIACKI

ZONING ADMINISTRATOR

AGENDA
BROWN COUNTY BOARD OF ADJUSTMENT
July 16th, 2018 - 4:30 p.m.
Northern Building, Room 391
305 E. Walnut Street
Green Bay, WI 54301

This meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the Board may convene in closed session. The following matters may be considered at the meeting:

1. Call meeting to order and verify door is open for the public.
2. Roll call: X if present, E if excused, and U if unexcused.
 - a. Chairman Bill Ullmer _____, Secretary Dick Huxford _____, Tom Perock _____, Alternates Clete Cisler _____, and Debbie Diederich _____.
3. Review and approval of minutes from previous meeting.
4. Old business.
5. New business and announcement of agenda for public hearing.
 - a. Moshe Mahoney, 4392 Nicolet Drive, Green Bay, WI 54311, Parcel # SC-649.
 - b. Jason Angotti, 2858 Lawrence Drive, DePere, WI 54115, Parcel # L-460-1.
6. Public Notice – Class II – Green Bay Press-Gazette, on July 1st & 8th, 2018.
7. Describe Board's authority and rules of hearing.
8. **Open Public Hearing.**
 - ❖ Read appeal(s) and discuss in order as determined by Board.
9. **Close Public Hearing.**
10. Deliberation, findings of fact, conclusions of law, decisions and determinations on appeal.
Complete all three standards – if all three cannot be met, the variance cannot be granted.
11. Other business.
12. Adjourn meeting.

Date: July 9, 2018

By: Matt Heyroth, Assistant Zoning Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the Brown County Planning and Land Services Department at (920) 448-6480 at least two business days before the meeting so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.



Turning
Brown
Green

PUBLIC NOTICE

Notice is hereby given that a public hearing will be held before the Board of Adjustment ("Board"), created under and by virtue of the Brown County Shorelands and Wetlands Ordinance, Chapter 22; Private Sewage System Ordinance, Chapter 11; and Floodplains Ordinance, Chapter 23, in Room 391, 3rd floor of the Northern Building, 305 E. Walnut Street, Green Bay, on Monday the 16th day of July, 2018, at 4:30 p.m.

An appeal taken by Moshe Mahoney denying his request for a proposed deck to be 18 feet from the ordinary high-water mark of a tributary to the bay of Green Bay and located within mapped shoreland wetland. The property legal description is that part of the N 8.765 chains of GOV'T LOT 1 LYG SELY of HWY "A" SEC 31 T25N R22E in the Town of Scott, at 4392 Nicolet Drive, Parcel # SC-649 ("Property").

An appeal taken by Jason and Lisa Angotti denying their request for an accessory structure 45 feet from the ordinary high-water mark of a tributary to Ashwaubenon Creek. The property legal description is LOT 1 OF 34 CSM 314 BNG PRT OF LOT 80 WILLIAM'S GRANT & PRT IN 2726176 in the Town of Lawrence, at 2858 Lawrence Drive, Parcel # L-460-1 ("Property").

All persons interested are invited to attend said hearing and be heard or to provide written comments to the Brown County Planning and Land Services Department, 305 E. Walnut Street, Green Bay, WI 54301 prior to July 13th, 2018.

The Board will accept and review all pertinent information relative to the above listed items during open session of the July 16th, 2018, public hearing.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of any person wishing to attend who, because of a disability, requires special accommodation through appropriate aids and services. Call (920) 448-6480 for arrangements.

Dated this 1st and 8th day of July, 2018.

Brown County Board of Adjustment
Bill Ullmer
Richard Huxford
Tom Perock
Clete Cisler-Alternate
Debbie Diederich-Alternate

Pursuant to Section 19.84, notice is hereby given to the public:

BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD
Tuesday, July 17, 2018 – 3:30 PM
Syble Hopp School

1. Action Item: Call to Order
2. Open Forum
3. Action Item: Approval of June 19, 2018 Minutes
RECOMMENDED MOTION: That the minutes from the June 19, 2018 Board meeting be approved.
4. Action Item: Approval of Agenda
RECOMMENDED MOTION: That the agenda for today's meeting be approved.
5. Action Item: Donations
RECOMMENDED MOTION: That this month's donations be approved.
6. Action Item: Payment of Bills
RECOMMENDED MOTION: That the payment of the bills be approved.
7. Action Item: Financial Report
RECOMMENDED MOTION: That the financial report be accepted.
8. Action Item: Instructional Aide Hiring
RECOMMENDED MOTION: That the Board approve the hiring of Pam Zabel and Cassandra LaForest as Instructional Aides.
9. Action Item: Lunch Fees
RECOMMENDED MOTION: That the full-priced student lunch fees be increased from \$2.85 to \$3.10; the reduced-priced meal remain the same at \$.40; the extra milk fee remain the same at \$.30 and the adult meal be increased from \$3.55 to \$3.90.
10. Action Item: Student Fees
RECOMMENDED MOTION: That the student fees remain the same at \$15.00 for Early Childhood, Primary and Intermediate students and \$25.00 for High School students.
11. Discussion Item: Administrator's Report
12. Discussion Item: Parent Organization Report
13. Executive Session: The Board will move to executive session as allowed by Wisconsin Statute stats 19.85(1)(c) pursuant to employment, compensation and performance evaluation.
14. Action Item: Adjournment
RECOMMENDED MOTION: That the July 17, 2018 Brown County Children with Disabilities Board meeting be adjourned.

"Any person wishing to attend who, because of disability requires special accommodation, should contact Syble Hopp School at 336-5754 by 3:00 p.m. on Monday, July 16, 2017 so arrangements can be made."

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VETERANS RECOGNITION SUBCOMMITTEE

Bernie Erickson, Chair
Ed Koslowski, Vice Chair
Joan Brusky, Ken Corry,
Louise Dahlke, Jim Haskins, Kerry
Metoxen, Duane Pierce

VETERANS' RECOGNITION SUBCOMMITTEE

Tuesday, July 17, 2018

4:30 pm

Room 201, Northern Building

305 E. Walnut Street

Green Bay, WI

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEMS LISTED ON THE AGENDA

1. Call Meeting to Order.
2. Approve/Modify Agenda.
3. Approve/Modify Minutes of June 19, 2018.
4. Update re: Honor Rewards Program.
5. Discussion re: 2018 Veterans' Appreciation Day at the Brown County Fair.
 - a. Finalization of program agenda.
6. Report from CVSO Jerry Polus.
7. Report from Committee Members Present (Erickson, Brusky, Corry, Dahlke, Haskins, Koslowski, Metoxen, Pierce).
8. Such Other Matters as Authorized by Law.
9. Adjourn.

Bernie Erickson, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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ADMINISTRATION COMMITTEE

Tom Sieber, Chair; James Kneiszel, Vice Chair
Mark Becker, Richard Schadewald, John Vander Leest

SPECIAL ADMINISTRATION COMMITTEE

Wednesday, July 18, 2018

6:45 p.m.

Room 207, City Hall

100 N. Jefferson Street, Green Bay, WI

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION
ON ANY ITEMS LISTED ON THE AGENDA**

****PLEASE NOTE DATE, TIME & LOCATION****

- I. Call to Order.
- II. Approve/Modify Agenda.

Comments from the Public

Treasurer

1. Discussion and possible action on the sale of the following tax deed parcels (Auction results of July 10, 2018 attached and to be passed out to Supervisors at meeting):
Parcel L-588 on Wisconsin Street in the Town of Lawrence – High bid \$ 5,000
Parcel SU-246-1 at 3695 N. Lakeview Dr. in the Village of Suamico – High bid \$ 39,000.

Other

2. Such other matters as authorized by law.
3. Adjourn.

Tom Sieber, Chair

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E-mail BrownCountyCountyBoard@co.brown.wi.us.

PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

Bernie Erickson, Chair; Dave Kaster, Vice Chair

Norb Dantine, Steve Deslauriers, Alex Tran

EXECUTIVE COMMITTEE

Tom Lund, Chair; Patrick Moynihan, Jr., Vice Chair

Patrick Buckley, Bernie Erickson, Erik Hoyer,

Tom Sieber, John Van Dyck

SPECIAL PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

&

EXECUTIVE COMMITTEE

WEDNESDAY, JUNE 18, 2018

6:45 p.m.

Room 210, City Hall

100 N. Jefferson Street

- I. Call meeting to order.
- II. Opening Roll Call.
- II. Approve/modify agenda.

SPECIAL PLANNING, DEVELOPMENT and TRANSPORTATION COMMITTEE

Planning and Land Services

Planning Commission

1. Recommendation and Approval for Brown County STEM (Science, Technology, Engineering & Math) Innovation Center RFB Project # 2235A.
2. Resolution to Approve The Brown County STEM Innovation Center Project

SPECIAL EXECUTIVE COMMITTEE

Planning and Land Services

Planning Commission

3. Resolution to Approve The Brown County STEM Innovation Center Project

Clerk of Courts

4. Resolution re: Reclassification of a Customer Service Clerk Position in the Clerk of Courts Table of Organization.
5. Adjourn.

PD&T Committee

Bernie Erickson, Chair

Executive Committee

Tom Lund, Chair

Notice is hereby given that action by the Committee may be taken on any of the items, which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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E-mail: BC_County_Board@co.brown.wi.us.

PATRICK W. MOYNIHAN JR., CHAIR

THOMAS J. LUND, VICE CHAIR

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.85 and 59.094, Wis. Stats., notice is hereby given to the public that the regular meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** will be held on Wednesday, July 18, 2018 at 7:00 p.m., in the Legislative Room 203, 100 North Jefferson St., Green Bay, Wisconsin.

NOTICE IS HEREBY GIVEN THAT THE COUNTY BOARD MAY TAKE ACTION ON ANY ITEM ON THE AGENDA

The following matters will be considered:

Call to Order.

Invocation.

Pledge of Allegiance to the Flag.

Opening Roll Call.

1. **Adoption of Agenda.**
2. **Comments from the Public:**
 - a. State name and address for the record.
 - b. Comments will be limited to five minutes.
 - c. The Board's role is to listen to public comments, and not to ask questions, discuss nor take action regarding public comments.
3. **Adoption of Minutes of June 20, 2018.**
4. **Announcements by Supervisors.**
5. **Presentation of Communications for Consideration:**
 - a. Late Communications.
6. **Appointments by County Board Chair and County Executive:**
 - a. Appointment of Jerry Wieland to the Children with Disabilities Education Board.
7. **Reports of the:**
 - a. County Board Chair.
 - b. County Board Executive.
8. **Other Reports: (None)**

9. Standing Committee Reports:

a) **REPORT OF ADMINISTRATION COMMITTEE OF JUNE 26, 2018:**

1. Review minutes of: None.
2. Communication from Supervisor Moynihan re: As mentioned in 2016, I renew my belief that all Brown County Board Supervisors should utilize the county e-mail system as created by TS. Doing so provides far easier compliance should the supervisor be provided an open records request and must turn over their personal computer and/or files. Therefore, with Administration concurrence and ultimately the full County Board, I request that Corporation Counsel draft an administrative rule/ordinance – “All Brown County business conducted by supervisors shall be done so utilizing county, not personal e-mail, no exceptions.” To direct staff to continue working on an ordinance related to County Board business on emails.
3. Communication from Supervisor Kneiszel: Request the Brown County Department of Technology Services give a presentation on the costs and practical use of IQM2 total media management on similar video meeting archive software. To hold for 30 days.
4. Communication from Supervisor Gruszynski: That the Brown County Board make a recommendation to the County Treasurer to include the amount of tax payer money being spent on private vouchers to increase transparency on education spending in the county. To hold for one month.
5. Communication from Supervisor Becker: For Corporation Counsel to review Brown County Ordinance 2.04(3)(D) for constitutionally proper options for invocation if current section is modified, replaced, or removed. To hold for 30 days.
6. Resolution to Ratify the Brown County Sheriff's Department Supervisory Employees Labor Association 2017-2019 Labor Agreement. To approve. See Resolutions & Ordinances
7. Human Resources - Budget Status Financial Report for May 2018 - Unaudited. Receive and place on file.
8. Human Resources Report. To suspend the rules to take Items 8a-d together.
 - a. Turnover Report for May 2018.
 - b. Dept. Vacancies Report as of June 19, 2018.
 - c. Health & Dental Reports from M3 (May 2018).
 - d. Turnover report with BLS Statistics. Receive and place on file Items 8 a-d.
9. Child Support - Budget Status Financial Report for May 2018 – Unaudited. Receive and place on file.
10. Child Support - Departmental Openings Summary. Receive and place on file.
11. Child Support - Director Summary. Receive and place on file.
12. Technology Services - Budget Status Financial Report for May 2018 - Unaudited. Receive and place on file.
13. Technology Services - Budget Adjustment Request (18-75): Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts). To approve.
14. Technology Services - Video/Closed Captioning options. To forward the options to the Executive Committee for further consideration.
15. Technology Services - Resolution Directing County Board Staff to Retain Audio Recordings of Meetings for Seven Years. To approve. See Resolutions & Ordinances
16. Technology Services - Resolution re: Change in Table of Organization for the Technology Services Department Enterprise Web and Social Media Specialist. To approve the resolution, to add a fiscal note before it goes to Executive Committee and take the \$43,000 for the share out of the general fund. See Resolutions & Ordinances
17. Technology Services Monthly Report. Receive and place on file.
18. Corporation Counsel - Budget Status Financial Report for May 2018 - Unaudited. Receive and place on file.
19. Corporation Counsel - Oral Corporation Counsel Report. *No report, no action.*
20. Dept. of Admin - Budget Status Financial Report for May 2018 – Unaudited. Receive and place on file.

21. Dept. of Admin - Budget Adjustment Log. Receive and place on file.
22. Dept. of Admin - Director's Report. Receive and place on file.
23. Treasurer - Budget Status Financial Report for May 2018 - Unaudited. Receive and place on file.
24. Treasurer - Discussion and Possible Action re: request from previous owner, Roy F. Bartels, to grant "Preference to Former Owner" per Brown County Code Section 3.06(5)(c) regarding the sale of Parcel Number 6H-1223-2, taken through the In Rem process, with physical address of 2535 West Point Road, Green Bay, WI 54304. Receive and place on file.
25. CLOSED SESSION:
 - a. Open Session: Motion and Recorded Vote pursuant to Wis. Stats. Sec. 19.85(1), regarding going into closed session pursuant to Wis. Stats. Sec. 19.85(l)(e), i.e. deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, in particular, deliberating options regarding the sale of tax deed parcels, in particular regarding the potential sale of Brown County owned Parcels:
 7-240 at 1001-1005 Day St. in the City of Green Bay
 1-925 at 1305 S. Chestnut Ave. in the City of Green Bay
 1-1346 at 1605 Eleventh Ave. in the City of Green Bay
 SU-246-1 at 3695 N Lakeview Dr. in the Village of Suamico
 HB-2830 at 1451 Navigator Way in the Village of Hobart Enter into closed session.
 - b. Convene into Closed Session: Pursuant to Wis. Stats. Sec. 19.85(l)(g), the Brown County Board of Supervisors Administrative Committee shall convene into closed session for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, as competitive or bargaining reasons require a closed session here for deliberating options regarding the sale of tax deed parcels, in particular regarding the potential sale of Brown County owned Parcel 7-240 at 1001-1005 Day St. in the City of Green Bay. Return to regular order of business.
 - c. Reconvene into Open Session: The Brown County Board of Supervisors Administrative Committee shall reconvene into open session for possible voting and/or other action regarding the sale of tax deed parcels, in particular regarding the potential sale of Brown County owned Parcel.
 7-240 at 1001-1005 Day St. in the City of Green Bay. Receive and place on file.
26. Audit of bills. To acknowledge the receipt of the bills.

ai) REPORT OF SPECIAL ADMINISTRATION COMMITTEE OF JULY 18, 2018:

1. Discussion and possible action on the sale of the following tax deed parcels (Auction results of July 10, 2018 attached and to be passed out to Supervisors at meeting):
 Parcel L-588 on Wisconsin Street in the Town of Lawrence – High bid \$ 5,000.
 Parcel SU-246-1 at 3695 N. Lakeview Dr. in the Village of Suamico – High bid \$ 39,000. *Motion pending Special Admin meeting of July 18, 2018.*

b) REPORT OF EDUCATION AND RECREATION COMMITTEE OF JUNE 28, 2018:

1. Review Minutes of:
 - a. Neville Public Museum Governing Board (June 11, 2018). Receive and place on file.
2. Communication from Supervisor Lefebvre: To consider a pay raise for Seasonal Trail Rangers. To refer to staff to consider pay raises for seasonal employees for all departments in the 2019 budget.
3. Communication from Supervisor Erickson re: To keep the Veterans Memorial Monument located between the arena and Shopko Hall in the new building to be constructed on just outside the new building. The monument honoring veterans has stood for almost the life of the arena. Hold for one month.
4. NEW Zoo - Budget Status Financial Report for May 2018 – Unaudited. Receive and place on file.
5. NEW Zoo - Director's Report and Zoo Monthly Activity Reports. Receive and place on file.

6. Golf Course - Budget Status Financial Report for May 2018–Unaudited. Receive and place on file.
7. Golf Course - Superintendent's Report. Receive and place on file.
8. Museum - Budget Status Financial Report for May 2018 – Unaudited. Receive and place on file.
9. Museum - Director's Report. Receive and place on file.
10. Library - Update regarding Executive Director Search. *No action taken.*
11. Library - Update regarding Each Branch Location. *No action taken.*
12. Library Report/Director's Report. Receive and place on file.
13. Parks Dept. - Budget Status Financial Report for May 2018 – Unaudited. Receive and place on file.
14. Parks Dept. - Budget Adjustment Request (18-79): Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation. To approve.
15. Parks Dept. - May 2018 Field Staff Reports. Receive and place on file.
16. Parks Dept. - Discussion re: Fairgrounds Strategic and Master Plan – Standing Item. *No action taken.*
17. Parks Dept. - Update regarding Maintenance Projects at the Fairgrounds. *No action taken.*
18. Parks Dept. - Resolution to Approve and Accept the Donation of a .772 acre parcel of land within the Village of Howard Adjacent to the Barkhausen Waterfowl Preserve. To approve. *See Resolutions & Ordinances*
19. Parks Dept. - Assistant Director's Report. Receive and place on file.
20. Audit of bills. To pay the bills.

c) REPORT OF EXECUTIVE COMMITTEE OF JULY 9, 2018:

1. Review Minutes of: None.
2. Legal Bills - Review and Possible Action on Legal Bills to be paid. To pay.
3. Communication from Supervisors Tran and Hoyer re: We make the following request for Corporation Counsel to draft a county-wide Advisory Referendum regarding the legislation of the production distribution and sale of marijuana, and allowing tax revenues to mitigate the County costs of state unfunded mandates. It is our intention to have the County Board place this referenda (to be voted upon by the citizens of Brown County) on the November 6th General Election. To add second referendum question related to legalizing medical cannabis to the original motion to revise resolution appropriately with correct legalese for referendum. Carried 3 to 2. See Resolutions & Ordinances
4. Communication from Supervisor Lefebvre re: I am asking that the invocation be completely removed from our County meetings. Receive and place on file.
5. Resolution to Ratify the Brown County Sheriff's Department Supervisory Employees Labor Association 2017-2019 Labor Agreement. To approve. *See Resolutions & Ordinances*
6. Resolution re: Change in Table of Organization for the Technology Services Department Enterprise Web and Social Media Specialist. Receive and place on file. *See Resolutions & Ordinances*
7. Resolution for all Regularly Scheduled Standing Committees to Meet on or Between Mondays and Thursdays, and to Begin their Meetings on or Between 5:00 PM and 7:30 PM, starting with the Next Term of the County Board. To approve. Carried 5 to 2. *See Resolutions & Ordinances*
8. Resolution Directing County Board Staff to Retain Audio Recordings of Meetings for Seven Years. To approve. *See Resolutions & Ordinances*
9. An Ordinance to Amend Section 2.13 (Meetings, Agendas) by Creating Subsection 2.13(7) (RE Mileage Reimbursement) in Chapter 2 of the Brown County Code of Ordinances. To approve. Carried 4 to 3. *See Resolutions & Ordinances*
10. An Ordinance to Amend Chapter 2 (County Board of Supervisors) of the Brown County Code of Ordinances by Creating Section 2.17 (RE County Email Use). To approve. *See Resolutions & Ordinances*
- *10a. Resolution to Approve and Accept the Donation of a .772 Acre Parcel of Land within the Village of Howard Adjacent to the Barkhausen Waterfowl Preserve. To approve. *See Resolutions & Ordinances*

11. Internal Auditor - Board of Supervisors Budget Status Reports (Unaudited) – May 2018. Receive and place on file.
12. Internal Auditor - Status Update: June 1 – June 30, 2018. Receive and place on file.
 - a. Discussion: Veterans' Emergency Assistance – Gift Cards Report. Receive and place on file.
13. Human Resources Director's Report. Receive and place on file.
14. Corporation Counsels Budget Status Financial Report. Receive and place on file.
15. Corporation Counsel - Redistricting Information. To draft a resolution to create a citizen commission to lead the redistricting effort in 2020.
16. Corporation Counsel's Oral Report. Receive and place on file.
17. Dept. of Admin - Director of Administration's Report. Receive and place on file.
18. County Executive's Report. *No report; no action taken.*

ci) REPORT OF JOINT SPECIAL EXECUTIVE COMMITTEE AND PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF JULY 18, 2018

1. Planning Commission - Recommendation and Approval for Brown County STEM (Science, Technology, Engineering & Math) Innovation Center RFB Project # 2235A. *Motion pending Special meeting of July 18, 2018.*
2. Planning Commission - Resolution to Approve The Brown County STEM Innovation Center Project. *Motion pending Special meeting of July 18, 2018. See Resolutions & Ordinances*
3. Planning Commission - Resolution to Approve The Brown County STEM Innovation Center Project. *Motion pending Special meeting of July 18, 2018. See Resolutions & Ordinances*
4. Clerk of Courts - Resolution re: Reclassification of a Customer Service Clerk Position in the Clerk of Courts Table of Organization. *Motion pending Special meeting of July 18, 2018. See Resolutions & Ordinances*

d) REPORT OF HUMAN SERVICES COMMITTEE OF JUNE 27, 2018:

1. Review Minutes of:
 - a. Mental Health Treatment Committee (May 16, 2018). To approve.
 - b. Veterans' Recognition Subcommittee (May 15, 2018). To approve.
2. Presentations by Judge Zuidmulder - Report on Treatment Courts. Receive and place on file.
3. Presentations by Judge Zuidmulder - Report/Discussion on Pilot Housing Program. Receive and place on file.
4. Communication from Supervisor Dantine re: To have the County look at where we spend our money for senior programs at ADRC Center. Receive and place on file.
5. Communication from Supervisor Hoyer re: Re-establish the Homeless Issues and Affordable Housing Sub Committee which reports to Human Services. To support establishment of the Safe and Stable Housing Sub-Committee.
6. Wind Turbine Update - Receive new information – Standing Item. Receive and place on file.
7. Health & Human Services Dept. - Budget Adjustment Request (18-70): Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation. To approve.
8. Health & Human Services Dept. - Budget Adjustment Request (18-77): Any increase in expenses with an offsetting increase in revenue. To approve.
9. Health & Human Services Dept. - Executive Director's Report. Receive and place on file.
 - a) Safe and Stable Housing Pilot RFQ (Draft).
 - i. To send back to staff with direction to consult with court staff of the various treatment courts and to add language to the RFQ to ensure it meets the needs of the treatment courts.
 - ii. To approve the motion as amended.
10. Health & Human Services Dept. - Communications Update.
 - a) Re-establish the Homeless Issues and Affordable Housing Sub Committee which reports to Human Services. *See discussion and action at Item 5.*
11. Health & Human Services Dept. - Presentation of CTC Internal Operational Analysis Overview by Schenk. Receive and place on file.

12. Health & Human Services Dept. - Financial Report for Community Treatment Center and Community Services. Receive and place on file.
13. Health & Human Services Dept. - Statistical Reports. To suspend the rules to take Items 13a, 13a(i), 13a(ii), 13a(iii), 13b & 13c together.
 - a) Monthly CTC Data.
 - i. Bay Haven Crisis Diversion.
 - ii. Nicolet Psychiatric Center.
 - iii. CTC Double Shifts.
 - b) Child Protection – Child Abuse/Neglect Report.
 - c) Monthly Contract Update. To receive and place on file Items 13a, 13a(i), 13a(ii), 13a(iii), 13b & 13c together.
14. Health & Human Services Dept. - Request for New Non-Continuous and Contract Providers and New Provider Contract. To approve.
15. Audit of bills. To acknowledge receipt of the bills.

e) REPORT OF PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF JUNE 25, 2018:

1. Review Minutes of:
 - a. Planning Commission Board of Directors (April 4, 2018). To approve.
2. Communication from Supervisor Erickson re: Discussion regarding possible universal cab, bus and limo licensing. To send to staff.
3. Public Works - Summary of Operations. Receive and place on file.
4. Public Works - Director's Report. Receive and place on file.
5. Public Works - Recommendation and Approval for Asbestos Abatement at Public Works Buildings – RFP Project #2122. To award the bid for Project \$2122 to Environet, Inc. of Wisconsin for \$27,435.
6. Public Works - Recommendation and Approval for HVAC Replacement at Public Works, Health Lab, and Sophie Beaumont Remodeling – Project #2232. To award for Project #2232 – Base Bid 1 for \$616,800 to B&P Mechanical for the Highway Shop; Base Bid 2 for \$89,000 to Reeke-Mariod for the Health Lab; and Base Bid 3 for \$23,000 to Hurkman Mechanical for Sophie Beaumont Building.
7. Public Works - Recommendation and Approval for Public Works Elevator/Front Entry at Public Works – Project #2233. To award project #2233 to Frank O. Zeise Construction including the base bid and alt bid totaling \$346,483.
8. Public Works - Recommendation and Approval for 6-Year (2019-2024) Highway & Bridge Capital Improvement Plan (CIP). To approve.
9. Public Works - Recommendation and Approval for 6-Year (2019-2024) Facility Capital Improvement Plan (CIP). To approve.
10. UW-Ext - Budget Status Financial Report for May 2018 – Unaudited. Receive and place on file.
11. UW-Extension - Budget Adjustment Request (18-78): Any increase in expenses with an offsetting increase in revenue. To approve.
12. UW-Extension - Director's Report. Receive and place on file.
13. Airport - Budget Status Financial Report for May 2018 – Unaudited. Receive and place on file.
14. Airport - Departmental Opening Summary. Receive and place on file.
15. Airport - Director's Report. Receive and place on file.
16. Planning Commission - Budget Status Financial Reports for May 2018 – Unaudited. Receive and place on file.
17. Budget Adjustment Request (18-74): Any increase in expenses with an offsetting increase in revenue. To approve.
18. Property Listing-Budget Status Financial Reports for May 2018–Unaudited. Receive and place on file.
19. Zoning - Budget Status Financial Reports for May 2018 – Unaudited. Receive and place on file.
20. Register of Deeds-Budget Status Financial Report for May 2018–Unaudited. Receive and place on file.
21. Acknowledging the bills. To acknowledge receipt of the bills.

ei) REPORT OF LAND CONSERVATION SUBCOMMITTEE COMMITTEE OF JUNE 25, 2018:

1. Open Positions Report. Receive and place on file.
2. Budget Status Report May 31, 2018 (unaudited). Receive and place on file.
3. Directors Report:
 - a. Demonstration Farm Update. Receive and place on file.

f) REPORT OF PUBLIC SAFETY COMMITTEE OF JULY 12, 2018:

1. Review Minutes of:
 - a. Fire Investigation Task Force Board of Directors (March 12, 2018). Receive and place on file.
 - b. Fire Investigation Task Force General Membership (March 8, 2018). Receive and place on file.
 - c. Traffic Safety Commission (April 10, 2018). Receive and place on file.
2. Medical Examiner - Budget Status Financial Report for May 2018.
 - i. To take Items 2 & 3 together.
 - ii. Receive and place on file Items 2 & 3 together.
3. Medical Examiner - 2018 Medical Examiner Activity Spreadsheet. *See Item 2.*
4. Circuit Courts, Commissioners, Probate - Budget Status Financial Reports for April and May 2018. Receive and place on file Items 4 & 5.
5. Circuit Courts, Commissioners, Probate - Director's Report. *See action at Item 4.*
6. Emergency Mgmt. - Budget Status Financial Reports for May 2018. Receive and place on file.
7. Emergency Mgmt. - Director's Report. Receive and place on file.
8. Public Safety Communications - Budget Status Financial Reports for May 2018. Receive and place on file.
9. Public Safety Communications - Director's Report. Receive and place on file.
10. Clerk of Courts - Resolution regarding Reclassification of a Customer Services Clerk Position in the Clerk of Courts Table of Organization. To approve. See Resolutions & Ordinances
11. Clerk of Courts - Director's Report. Receive and place on file.
12. Sheriff - Budget Status Financial Report for April 2018. Receive and place on file.
13. Sheriff - Budget Adjustment Request (18-80): Reallocation between two or more departments, regardless of amount. To approve.
14. Sheriff - Budget Adjustment Request (18-82): Any increase in expenses with an offsetting increase in revenue. To approve.
15. Sheriff - Update on Jail Addition – *Standing item. No action taken.*
16. Sheriff's Report. *No report, no action taken.*
17. Communication from Supervisor Schadowald re: To approve the combined RFP #2236 and before the bids are awarded, they go back to the respective Committee and County Board for approval. Receive and place on file.
18. Communication from Supervisor Gruszynski re: That Brown County look at a proposal to not house federal inmates in Brown County jails. To hold for 30 days to address questions asked at this meeting. Carried 3 to 1.
19. Audit of bills. To acknowledge receipt of the bills.

fi) REPORT OF JOINT PUBLIC SAFETY AND HUMAN SERVICES COMMITTEE OF JULY 18, 2018:

1. Presentation, discussion, and direction regarding a proposed Table of Organization change in the Health and Human Services Department regarding creating a Criminal Justice Division for the Diversion Courts, which may also include discussion regarding whether Day Report Center services should be in-house or contracted out. *Motion pending Special meeting of July 18, 2018.*

10. **RESOLUTIONS & ORDINANCES:**

Budget Adjustments Requiring County Board Approval

- a. Resolution Approving Budget Adjustments to Various Department Budgets.

Administration Committee and Executive Committee

- b. Resolution to Ratify the Brown County Sheriff's Department Supervisory Employees Labor Association 2017-2019 Labor Agreement. Motion at Admin & Exec: To approve.
- c. Resolution Directing County Board Staff to Retain Audio Recordings of Meetings for Seven Years. Motion at Admin & Exec: To approve.
- d. Resolution re: Change in Table of Organization for the Technology Services Department Enterprise Web and Social Media Specialist. Motion at Admin: To approve the resolution, to add a fiscal note before it goes to Executive Committee and take the \$43,000 for the share out of the general fund; Motion at Exec: To approve.

Education & Recreation Committee and Executive Committee

- e. Resolution to Approve and Accept the Donation of a .772 acre parcel of land within the Village of Howard Adjacent to the Barkhausen Waterfowl Preserve. Motion at Ed & Rec & Exec: To approve.

Executive Committee

- f. Resolution for all Regularly Scheduled Standing Committees to Meet on or Between Mondays and Thursdays, and to Begin their Meetings on or Between 5:00 PM and 7:30 PM, starting with the Next Term of the County Board. Motion at Exec: To approve.
- g. An Ordinance to Amend Section 2.13 (Meetings, Agendas) by Creating Subsection 2.13(7) (RE Mileage Reimbursement) in Chapter 2 of the Brown County Code of Ordinances. Motion at Exec: To approve.
- h. An Ordinance to Amend Chapter 2 (County Board of Supervisors) of the Brown County Code of Ordinances by Creating Section 2.17 (RE County Email Use). Motion at Exec: To approve.

Special Executive Committee

- i. Resolution for Advisory Referenda Regarding Medical and Recreational Marijuana. Motion pending Special meeting of July 18, 2018.

Special Planning, Development & Transportation Committee and Executive Committee

- j. Resolution to Approve The Brown County STEM Innovation Center Project. Motion pending Special meeting of July 18, 2018.

Public Safety Committee and Special Executive Committee

- k. Resolution regarding Reclassification of a Customer Services Clerk Position in the Clerk of Courts Table of Organization. Motion pending Special meeting of July 18, 2018.

11. **Closed Session:** (None)

12. Such other matters as authorized by law.

13. Bills over \$5,000 for period ending May 31, 2018.

14. Closing Roll Call.

15. Adjournment to Wednesday, August 15, 2018 at 7:00 p.m., Legislative Room 203, 100 N. Jefferson Street, Green Bay, Wisconsin.

Submitted by:

A handwritten signature in black ink, appearing to read "Patrick Moynihan, Jr.", with a long horizontal flourish extending to the right.

Patrick W. Moynihan, Jr.
Board Chairman

Notice is hereby given that action by the County Board of Supervisors may be taken on any of the items which are described or listed in this agenda. The County Board of Supervisors may go into Closed Session; Pursuant to Wis. Stats. § 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.



BROWN COUNTY LIBRARY

515 PINE STREET
GREEN BAY, WISCONSIN 54301-5194

PHONE (920) 448-4400

JOHN VAN DYCK
PRESIDENT, LIBRARY BOARD OF TRUSTEES

www.browncountylibrary.org

BROWN COUNTY LIBRARY BOARD

Central Library

515 Pine Street, Green Bay, WI 54301

Thursday, July 19, 2018

5:15 p.m.

AGENDA



1. Call to Order
2. Approve/Modify Agenda and Approve June Minutes
3. Communications and Open Forum for the Public
4. Library Business
5. 2019 Budget
 - a. Approve Performance Measures, Mission Statement and Program Description
 - b. Approve 2019 Budget Proposal
6. Facilities
 - a. Discussion and Possible Action Regarding the East Branch, and Pursuing a RFI
 - b. Discussion and Possible Action Regarding Denmark High School Pending Use of the Raptor Visitor Management System and Its Impact on the Denmark Branch Library
7. President's Report
8. Library Report
9. Old Business
10. Such Other Matters as are Authorized by Law
11. Adjournment

Any person wishing to attend the Library Board Meeting who, because of a disability requires special accommodations, should contact the Brown County Library at 448-4400 at least one working day in advance of the meeting so that arrangements can be made. Notice is hereby given that action by the Library Board may be taken on any of the items, which are described or listed in this agenda.

John Van Dyck
President, Library Board



JULY 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4  County Board Office Closed	5	6	7
8	9 Executive Cmte 5:30 pm	10	11	12 Criminal Justice Coord Board 8am ----- Joint Public Safety Human Svcs 4pm ----- Public Safety Cmte to follow	13	14
15	16	17 Veterans Recognition Subcmte 4:30 pm	18 Board of Supervisors 7:00 pm Spc Admin 6:45pm Spc Joint Exec & PDT 6:45 pm	19	20	21
22	23 Land Con 5:30pm PD&T 5:45pm	24 	25 Human Services 6:00 pm	26 Ed & Rec Cmte 5:30 pm @ NEW Zoo	27	28
29	30	31				

BROWN COUNTY COMMITTEE MINUTES

- Housing Authority Project Based Voucher Advisory Sub-Committee (May 18, 2018)
- Housing Authority (May 21, 2018 and June 25, 2018 Special Meeting)
- Neville Public Museum Governing Board (July 9, 2018)
- Public Safety Communications Advisory Board (January 24, 2018)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

MINUTES
BROWN COUNTY HOUSING AUTHORITY
PROJECT BASED VOUCHER ADVISORY SUB-COMMITTEE
Friday, May 18, 2018, 4:15 PM
City Hall, 100 N Jefferson Street, Room 310
Green Bay, WI 54301

Members: Andy Nicholson, Chris Wery, Tom Diedrick and Pat Buckley

Members Excused: Tom Siebert

Members Absent: Tom De Wane

Others Present: Cheryl Renier-Wigg, Robyn Hallet, Dave Pietenpol, Noel Halvorsen, Rob Miller, Sue Mills

1. Call to order.

A. Nicholson called the BCHA Project Based Voucher Advisory Subcommittee meeting to order.

2. Opening Roll call.

Members Present: Andy Nicholson, Chris Wery, Tom Diedrick and Pat Buckley

3. Election of Officers.

A motion was made by C. Wery, seconded by P. Buckley to nominate A. Nicholson as Chair of this sub-committee. Motion carried.

4. Adoption of agenda.

A motion was made by C. Wery and seconded by P. Buckley to adopt the agenda. Motion carried.

5. Discussion and possible recommendation(s) to make to the Brown County Housing Authority regarding the impact of proposed changes to Chapter 17 of the BCHA Administrative Plan, regarding establishment and management of separate waiting lists for individual projects or buildings that receive Project Based Voucher assistance.

A motion was made by C. Wery, seconded by P. Buckley to open the floor for public comments. Motion carried.

A. Nicholson asked to hear the goals and plans. D. Pietenpol of Ecumenical Partnership for Housing (EPH) explained EPH's plan to the subcommittee. He explained to members what EPH is and the history of EPH. Their main goals are transitional housing and long-term housing. He stated they are finding that families that are ready to leave transitional housing cannot afford rent as rent in the Brown County area is extremely high. They would now like to apply for PBVs for some of these families. If the family qualifies for a PBV, it gives them the opportunity to work their way up to the full market rate. The reason they are requesting a separate waiting list is because their mission is working with families that are coming out of shelters or transitional housing. If they had PBVs that were available to the community in general and had to pull from that list, they would be digressing from why they exist and why they are a non-profit. They would

prefer to only pull families that are being referred from shelters or from transitional housing. He then went through who they serve, which included families making less than 50 percent of median income, must be employed, pass a criminal background check and no evictions due to destruction of property. This is a way for a family to move from homelessness to long-term or permanent self-sufficiency.

C. Renier-Wigg confirmed that the BCHA has already approved the PBV for EPH and that EPH is going to purchase new properties outside of the City of Green Bay. D. Pietsenpol stated that was correct. And now a change is needed to Chapter 17 of the Administrative Plan to allow for a separate waiting list to be created.

R. Miller asked D. Pietsenpol what their definition of a family is. D. Pietsenpol stated that it is a parent or grandparent with a minor child or a child under the age of 18 years. They have places throughout Green Bay and also outside of the City of Green Bay as well. These PBVs would be for outside of the City of Green Bay and will be purchasing properties. R. Miller stated their definition of a family may not be same as that of the City's ordinance. R. Hallet stated that the HUD definition of a family is very broad, as one person can be considered as a family for both the HCV and public housing programs. However, as far as the PBV, HUD does allow a waiting list to be created based on specific residency criteria. If an organization wanted to identify a specific population they would like to serve, it could be narrowed down for that specific waiting list. R. Miller expressed concern about discrimination based on the definition of a family. D. Pietsenpol stated they do not discriminate by sex; for example if there were two males and a child that is still considered a family. R. Hallet stated that the PBV program is an equal opportunity housing program and fair housing requirements are included in the RFP. EPH as well as any other PBV owners need to follow fair housing laws.

P. Buckley asked what would happen if a family, after placement, no longer have any income. D. Pietsenpol stated they have case managers who will be working with the families to encourage compliance; but, if a family stops working or refuses to work they will be evicted. However, they will first work with the family as long as they can and give them resources along the way. Families are given many changes before they would be evicted.

P. Buckley asked how many places they have now. D. Pietsenpol stated they have 20 transitional families today, and working with 11 long-term supportive housing families in which four families they are leasing through a local landlord and seven are through properties EPH owns. It was asked if they are tracking success/failure rate. EPH does track this information. R. Hallet stated that with PBV, there is no requirement for case management. However, EPH will be doing their own tracking. P. Buckley wanted to know how this will be monitored to make sure that the PBVs are being used as they should and it would be nice to hear feedback. D. Pietsenpol stated that he would be more than happy to report back to this committee or the BCHA on an annual basis. R. Hallet stated that they can start reporting on both the HCV and PBV programs.

T. Diedrick clarified with P. Buckley that his main concern is that monies are not being used properly. If the individual/family are not meeting the criteria established by EPH, they will be let go from the program. If they are let go, they are then out of the voucher system. P. Buckley stated that was correct and also wanted to know the success/failure rate of the program. T. Diedrick stated that you can't put criteria on one program and not on another.

C. Wery asked D. Pietsenpol if the program is already in place. D. Pietsenpol stated that this portion of the program has been running for about 4 to 5 years for the 11 locations. He then asked D. Pietsenpol how many families have they helped. D. Pietsenpol stated about 15 families.

He stated the reason this number is higher than the 11 is that they started out by working with local landlords. He stated that every family they have worked with has not returned to homelessness. They have had two families that have not done well with the program to date. One due to refusal to work and the other was drug related. They have a zero tolerance level for drug abuse. He then gave an example of a family that has gone through the program from homelessness to homeownership.

It was asked what the income limit is for the vouchers. R. Hallet stated it is up to 80 percent of the County median income, but clarified that when they get above 50 percent, they generally have sufficient income and they no longer qualify for a Housing Assistance Payment. A conversation continued regarding the voucher system and the increased amount of rent paid by families.

R. Miller asked what will happen if EPH sells the property. R. Hallet stated the contract will then end with EPH and they will lose the voucher. If the new owner wanted a PBV, they would have to go through the whole process with BCHA. R. Hallet stated that the intention of the PBV program is the deconcentrate poverty. She also stated that HUD limits how many vouchers a housing authority can project base, which caps out at the higher of 20 percent of the vouchers or 20 percent of the budget authority. She stated but the BCHA is at approximately 10 – 13 percent. These PBVs are taken out of the general HCV program and are not additional vouchers.

A. Nicholson asked if EPH has looked outside of Brown County. D. Pietsenpol stated that they consider themselves a Green Bay non-profit Organization and that their referrals come from the community. Furthermore, there are other agencies that work outside of the Brown County area like NEWCAP.

D. Pietsenpol added that when the Golden House refers a family into their long-term supportive housing, the case management comes along with the family. They will continue to have the same case manager throughout the program. A. Nicholson asked why they let the families stay as long as they want and why EPH wouldn't want to help the families get off the system on their own. D. Pietsenpol stated that if they are making over 50 percent of the median income, they generally no longer qualify for assistance. It is at that point they encourage them to either purchase a home or rent elsewhere so that EPH's home may be made available to another family.

R. Miller asked D. Pietsenpol if this is being done nationwide. D. Pietsenpol stated that he is not aware of any programs like this nationwide. R. Miller then asked about the idea that people purposely become homeless to get onto this waiting list. D. Pietsenpol stated that he has never heard of families become homeless intentionally. D. Pietsenpol reiterated that families cannot apply directly to them; they only take families that are referred from shelter or transitional housing. This then opens slots in those programs for other families.

C. Wery asked how many vouchers are available. R. Hallet stated that in Brown County there are 3,411 vouchers; however, they can only spend up to their budget authority which currently allows for a total of 2,936 tenant and project based vouchers. There are currently 333 project based vouchers. EPH has been approved for 4 but are looking for 12 in total after they purchase additional homes. R. Hallet gave a breakdown of the Project Based Vouchers in Brown County by owner. The 12 vouchers EPH is applying for will be located outside of Green Bay and BCHA must approve the location of the properties.

A conversation ensued between A. Nicholson and D. Pietenpol regarding transitional housing and the locations of EPHs current transitional housing. D. Pietenpol stated that there is such a demand for transitional housing and the area is having trouble keeping up with the requests. A. Nicholson asked if the families are from the area. D. Pietenpol stated yes, that 80 percent of the families are long-time residents of the Green Bay area. A. Nicholson questioned the number of "long-term residents" staying in the shelters.

R. Hallet explained that she has been gathering data regarding place of origin of local homeless residents. She shared data from the Brown County United Way indicating that the vast majority of homeless individuals and families report a Brown County zip code for their previous permanent address.

A. Nicholson stated that he has a hard time believing that a majority of the people are from Brown County, due to his past experience.

P. Buckley asked if all the PBV owners have the same criteria for accepting people into their program. R. Hallet stated that they can set specific resident criteria and if they don't set any then it would be based on the general HCV criteria.

R. Miller asked D. Pietenpol if the families are required to work with their case managers. D. Pietenpol stated that a HCV does not require case management; however, EPH has built case management as a requirement into their lease. This would mean they work with individuals to set goals and work to achieve those goals. R. Miller asked if they can be evicted for not achieving their goals. D. Pietenpol stated no. Eviction occurs when the family fails to stay financially viable just like anyone else in the community.

A motion was made by P. Buckley, seconded by C. Wery to close the floor and return to regular order of business. Motion carried.

A discussion ensued between Subcommittee members. Information included the criteria of the program. A. Nicholson again stated that due to his past experience, he doesn't believe the shelters are made up of long-term residents of Green Bay. He sees the purchasing of these properties as a disruption to neighborhoods, as the neighbors don't like change.

T. Diedrick then explained that his non-profit, Options for Independent Living, also had complaints from neighbors when their office building was in development, but that once people came over and learned what the organization does, they changed their mind completely. R. Miller stated that having the neighborhood talk to EPH may be helpful and help them to understand what they do.

C. Wery stated he would like to see specific criteria with these vouchers and if it is not followed, the vouchers can be pulled from EPH. C. Wery also stated that EPH should not be allowed to sell the properties or change management without having to come back to the BCHA and all properties will be located outside of the City of Green Bay.

R. Hallet then explained criteria for HCV program and stated that these criteria will also need to be met with PBVs.

It was suggested that Item #6 be discussed prior to voting on Item #5.

A motion was made by P. Buckley, seconded by T. Diedrick to open the floor for Item #6. Motion carried.

6. Comments from the Public:

- a. State name and address for the record.
- b. Comments will be limited to five minutes.
- c. The Committee's role is to listen to public comments, and not to ask questions.

R. Miller – 227 S. Van Buren Street – R. Miller reported on a magazine article regarding New York City policies contributing to homelessness in their City. Some of the incentives offered may induce people to become homeless so they can get access to the waiting lists.

Noel Halvorsen – 2443 Deckner Avenue – He stated that this program is not a program to serve homelessness, but a program to serve low income households seeking support to afford housing at market conditions with private landlords in the community. EPH is asking the Authority to consider an allowable "tweak" to the program administrative rules to help channel those coming out of homeless shelters. He does recommend the subcommittee move forward with this request.

A motion was made by P. Buckley, seconded by T. Diedrick to return to regular order of business. Motion carried.

A motion was made by P. Buckley, seconded by C. Wery to approve the proposed changes to Chapter 17 of the BCHA Administrative Plan, regarding establishment and management of separate waiting lists for individual projects or buildings that receive Project Based Voucher assistance based upon the above listed criteria. Motion carried.

A motion was made by P. Buckley, seconded by C. Wery to receive and place on file the comments from the public. (Nay: T. Diedrick) Motion carried.

7. Such other matters as are authorized by law.

A motion was made by T. Diedrick, seconded by P. Buckley to receive and place on file other matters as are authorized by law. Motion carried.

8. Set date/Time/Place for next meeting (if applicable).

No additional meetings needed.

A motion was made by P. Buckley, seconded by T. Diedrick to receive and place on file the date of the next meeting. Motion carried.

9. Closing Roll Call.

Present: Andy Nicholson, Chris Wery, Tom Diedrick, and Pat Buckley

10. Adjournment.

A motion was made by P. Buckley, seconded by C. Wery to adjourn. Motion carried.

JD: RAH

MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, May 21, 2018, 3:30 p.m.
City Hall, 100 N. Jefferson Street, Room 310
Green Bay, WI 54301

MEMBERS PRESENT: Corday Goddard – Interim Chair, Tom Diedrick, Ann Hartman and John Fenner

ABSENT: Sup. Andy Nicholson

OTHERS PRESENT: Robyn Hallet, Cheryl Renier-Wigg, Stephanie Schmutzer, Matt Roberts, Kelly Runge, Johanna Wicklund, David Vander Bloomen, Dave Pietenpol, Jayme Valentine, Wayne Micksch, Pearl Webster, Sandy Dennett, Darlene Fink, Keith Pamperin and John Heugel

APPROVAL OF MINUTES:

1. Approval of the minutes from the April 16, 2018, meeting of the Brown County Housing Authority.

A motion was made by A. Hartman, seconded by J. Fenner to approve the minutes from the April 16, 2018, meeting of the Brown County Housing Authority. Motion carried.

ELECTION OF CHAIR, AND IF NECESSARY, VICE-CHAIR OF BCHA:

R. Hallet asked for nominations for Chair of the BCHA. J. Fenner nominated C. Goddard for Chair. T. Diedrick seconded the nomination. R. Hallet then asked two more times if there were any other nominations for Chair of the BCHA. Motion carried.

C. Goddard then asked if there were any nominations for Vice-Chair of the BCHA. J. Fenner nominated T. Diedrick for Vice-Chair. A. Hartman seconded the nomination. C. Goddard then asked two more times if there were any other nominations for Vice-Chair of the BCHA. Motion carried.

COMMUNICATIONS:

2. Communication from Corporation Counsel regarding last month's BCHA referrals.

R. Hallet reminded the Authority of the two referrals that were sent over to Corporation Council regarding the legality of having separate waiting lists and if waiting lists can be established for separate projects. Corporation Council has confirmed that these are both permissible and HUD PIH notice 2013-15 in fact gives guidance to housing authorities on housing individuals and families experiencing homelessness.

T. Diedrick confirmed with R. Hallet that they may create special criteria for the waiting list but must incorporate the general criteria associated with the HCV. R. Hallet stated that was correct.

A motion was made by A. Hartman, seconded by J. Fenner to receive and place on file the communication from Corporation Counsel regarding last month's BCHA referrals. Motion carried.

BCHA Members and staff introduced themselves to ICS Board member Kelly Runge at the meeting.

R. Hallet added a late communication. A letter was received from HUD regarding the 2017 SEMAP, Section 8 Management Assessment Program, score. R. Hallet said BCHA received a score of 100 percent, which is the score they had anticipated and submitted earlier. This scores them as a high performer. The Authority congratulated ICS on a job well-done.

REPORTS:

3. Report on Housing Choice Voucher Rental Assistance Program:

A. Preliminary Applications

For the month of April there were 91 preliminary applications.

B. Unit Count

The unit count for April was 2,890.

C. Housing Assistance Payments Expenses

The April HAP expense totaled \$1,312,270.

D. Housing Quality Standard Inspection Compliance

Out of the 347 inspections conducted for April, 157 passed initial inspection, 58 passed reinspection, 105 failed and 27 were no shows.

E. Program Activity/52681B (administrative costs, portability activity, SEMAP)

In April, there were 372 port outs with an associated housing assistance payment expense of \$329,740. ICS was overspent by \$3,518.65 (due to their annual audit) and the Family Self Sufficiency program was overspent by \$54.16.

F. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts and homeownership)

There were 68 active FSS clients, with 37 participants in level one, 21 participants in level two, two participants in level three and eight participants in level four. There were two new contracts signed, one FSS graduate and 39 active escrow accounts. M. Roberts shared an FSS success story. Also, there are 45 active homeowners.

G. VASH Reports (new VASH and active VASH)

There was one new VASH clients in April for a total of 30 active VASH clients.

H. Langan Investigations Criminal Background Screening and Fraud Investigations

There were five new investigations assigned; 17 active investigations, and four investigations were closed. There were 105 new applications processed for background checks, which one was denied. For the breakdown of investigations by municipality, most were located in Green Bay, followed by De Pere. For the breakdown of fraud investigations by municipality, most were located in Green Bay followed by Howard, De Pere and Oneida.

4. Report on data regarding use of Brown County homeless and housing services.

R. Hallet stated some research was done to gather some data regarding last month's discussion of where people who receive homeless and housing services are coming from. R. Hallet

presented information from United Way of Brown County. She stated this information is provided by the facilities the United Way provides funding to. This information, broken down by zip codes, represents the persons' last known permanent address. She pointed out the highest percentages, a total of 87.1 percent, came from City of Green Bay zip codes. Information gathered from St. John's Homeless Shelter showed that 84 percent of their population was from Wisconsin. This included 67 percent are from Brown County with 95 percent being from Green Bay. Golden House also provided additional information: 93 percent of all clients are from Brown County with 89 percent of their shelter residents being from Brown County. Also, EPH provided information regarding their 19 families which includes; 79 percent or 15 families are long-term Green Bay families, 11 percent or 2 families fleeing domestic violence, one family or five percent had a support system in Green Bay and the 1 family, five percent, came to Green Bay due to the women's services.

Other information included HMIS Origin/Exit of Green Bay clients, which shows where people are coming from or going to when they receive shelter services within Wisconsin. 87 percent of clients currently receiving services in Brown County were first served in Brown County. R. Hallet clarified that the HMIS data is only for the State of Wisconsin and does not show moves to or from areas outside of Wisconsin. However, the "unknown" zip codes from the United Way data could indicate someone who may be from out of state.

C. Goddard asked Commissioners what other data would be helpful to have to do the work they are here to do. A. Hartman stated it would be nice to know where people are coming from if they are not from Wisconsin. She stated from her experience, people are coming up from Chicago. C. Goddard asked if the out of state data exists. R. Hallet stated that she would ask United Way as well as St. Johns Shelter. A. Hartman stated it would be nice to know how long some of these people have been needing help. It was asked if anyone has done a study. R. Hallet stated she is not aware of one.

J. Fenner asked A. Hartman where her information is coming from. She stated that from where she lives and her experience in working with the neighborhood kids, they are not natives of Wisconsin and many of them are coming from Chicago for housing benefits and better schools. T. Diedrick stated that this data to prove that 86 percent are from Brown County and cautioned it would not be worth the time to gather more data for the small population in question. A. Hartman then stated that it could be that many of these people may not be getting housing services here, but are "stealing and dealing" to stay here. J. Fenner stated that was an inappropriate comment. A. Hartman clarified that her point is that many of the people coming here may not actually get involved in the services, but they are in the underground. J. Fenner stated that they don't know that and there are no facts or figures to back that up. C. Goddard stated that was his point; can they find data, if it exists, so they can do what they need to do. J. Fenner asked if ICS has any information or if they can get some information. M. Roberts stated that he will see what they can do. C. Goddard then asked R. Hallet if the Brown County Homeless and Housing Coalition had any data. R. Hallet stated they use the HMIS data, which is the data that was presented today. She stated she would also ask to see if anyone else has any other data available.

R. Hallet shared that in August – October 2010, there was a survey attached to ICS applications which asked for such data and 433 surveys were collected. Information collected included if they currently live in Brown County and how long, have they lived in Brown County previously, why did they leave, where did they move from and other demographic information. Thirty-seven percent indicated they resided in Brown County for 10+ years; Eight percent stated they lived in Brown County for six to nine years, 14 percent said one to five years and 32 percent for less

than one year. There were 66 individuals that indicated they were coming from a location out of state, other than Chicago or Minneapolis.

A motion was made by A. Hartman, seconded by J. Fenner to receive and place on file data regarding use of Brown County homeless and housing services. Motion carried

5. Report from Sup. Andy Nicholson regarding the special Advisory Committee to investigate the impact of proposed changes in Chapter 17.

This item will be held until A. Nicholson arrives to the meeting.

OLD BUSINESS:

6. Consideration with possible action on approval to changes to Chapter 17 (Project Based Vouchers) of the Administrative Plan.

R. Hallet stated this is what the Advisory Committee met to discuss and suggested this discussion be postponed until Item #5 is discussed. J. Fenner stated that Item #6 can be discussed as it is not bound by Item #5. C. Goddard stated they will vote on this item today; however, he would like to wait and see if A. Nicholson shows up for the meeting. For the time being they will move forward with the agenda and discuss Items #5 and #6 towards the end.

7. Consideration with possible action on Request for Proposals for Public Service Funds from the BCHA.

R. Hallet went through the revisions made to the Public Service RFP, as were suggested at the last meeting. She asked the Authority if there were any other changes they would like to make. None were suggested.

A motion was made by J. Fenner, seconded by T. Diedrick to approve the Request for Proposals for Public Service Funds from the BCHA. Motion carried.

The Authority returned to Item #6.

6. Consideration with possible action on approval to changes to Chapter 17 (Project Based Vouchers) of the Administrative Plan.

R. Hallet stated this change will allow for a separate waiting list for EPH's project based units with the criteria that homeless families that are exiting shelter or transitional housing and must be referred by a local shelter or transitional housing program.

T. Diedrick stated he attended the Subcommittee meeting and summarized that after a lot of discussion, it was agreed upon that this was appropriate and should be allowed.

J. Fenner questioned the formation of the Subcommittee. He stated there was no proposal from any Authority members to form a subcommittee. C. Goddard stated that A. Nicholson sent forward a series of requests to convene this group among other requests. C. Renier-Wigg stated that A. Nicholson did ask for volunteers at the previous BCHA meeting. A discussion continued regarding what A. Nicholson had stated regarding creating the subcommittee. J. Fenner stated that when he voted on the motion, he voted on the fact that A. Nicholson was going to just "speak" to other representatives and not create a subcommittee.

C. Goddard stated that any group can get together and provide comments and suggestions to this body for decision making policies. J. Fenner stated that he would have an issue if the subcommittee continues. C. Goddard stated the subcommittee decided it was just for the one meeting.

A motion was made by J. Fenner, seconded by T. Diedrick to approve changes to Chapter 17 (Project Based Vouchers) of the Administrative Plan. Motion carried.

A discussion then continued regarding the subcommittee. C. Renier-Wigg stated that the meeting in question was the only meeting. J. Fenner commented that there was nothing stating that the subcommittee was dissolved, just that no other meetings were scheduled. T. Diedrick stated that he did ask if there was going to be any other meeting regarding this subcommittee and the answer was no.

A motion was made by J. Fenner, seconded by T. Diedrick to dissolve the subcommittee.

R. Hallet stated she did discuss this with Attorney Hemery from Brown County Corporation Council. She shared with him the verbatim minutes from the discussion and from that Attorney Hemery agreed that it was unclear what was being voted on. Some people were under the assumption that the vote was for the approval to put Chapter 17 on the next agenda while others thought they were voting on forming an advisory committee. There were references to both in the discussion. He advised that going forward that an Authority member should repeat the motion and be very clear as to what the motion is, not using words such as "this" or "that".

C. Goddard stated that there is a motion on the floor to dissolve the BCHA Project Based Voucher Advisory Subcommittee and seconded.

A discussion continued regarding the subcommittee meeting and whether or not it was actually a BCHA subcommittee. R. Hallet stated that A. Nicholson asked Corporation Council about guidelines for creating a subcommittee and that Corporation Council put together a sample agenda which was modified and used for the meeting.

Motion carried.

NEW BUSINESS:

8. Consideration with possible action on approval of Passbook Savings Rate.

R. Hallet stated that the Passbook Savings Rate is used in calculating how much rent participants in the HCV program might receive. It affects families that have assets in excess of \$5,000. The actual interest earned on the assets is compared to a percentage of the value of assets based on the current Passbook Savings Rate. The greater of the two is then added to their annual income. HUD required that PHAs establish a Passbook Savings Rate based on the savings national rate. Our Passbook Savings Rate can be within 75 basis points of the savings national rate. The savings national rate is currently at .07 percent, therefore they can go as low as zero or as high as .82 percent. They have had it at zero for past several years and that is what they are recommending for today.

J. Fenner asked if there was any advantage to changing the Passbook Savings Rate. R. Hallet stated it could lead to higher rent for the tenant as more potential asset income would be counted in the person's income.

A motion was made by T. Diedrick, seconded by A. Hartman to approve the Passbook Savings Rate of zero percent. Motion carried. (3-0) (Abstained – J. Fenner)

9. Consideration with possible action on opportunity for Family Unification Program Vouchers and Mainstream Vouchers.

R. Hallet stated this is a very unique opportunity for PHAs to apply for two different kinds of vouchers through HUD. One is the Family Unification Programs (FUP). This voucher works the same as HCV, except it is for families whose children are in foster care due to lack of adequate housing and for youth aging out of foster care who are homeless or at risk for homelessness. R. Hallet stated these youths are a group they have talked about in the past for whom there are very few services.

The second opportunity is for Mainstream vouchers, which are available for non-elderly persons with disabilities who are transitioning out of an institutional setting or are at risk for institutionalization or are homeless or at risk of homelessness.

R. Hallet stated there are a maximum and minimum number of vouchers for each. For the FUP program, the minimum is five and the maximum for our housing authority size is 100. For the Mainstream vouchers, HUD only states a dollar amount. Based on our per unit cost for the vouchers, it would be a minimum of 125 and maximum of 833. The application deadline for FUP is July 24, 2018 and the Mainstream voucher is due June 18, 2018.

A. Hartman asked if these are additional vouchers or converting vouchers we already have into these vouchers. R. Hallet stated that they would be additional to what they already have. J. Fenner asked if this was a way for these groups to receive vouchers as they cannot get traditional vouchers. R. Hallet stated that they potentially could receive a voucher traditionally; however, it just makes these vouchers available specifically for these populations. J. Fenner then asked if it would make it easier for this population to receive a voucher. R. Hallet stated that the participants for Mainstream vouchers are selected from the general waiting list and then a determination would be made if they are eligible for a Mainstream voucher. For the FUP, they need to be referred from the Public Child Welfare Agency, but there is no information indicating that there would be a separate waiting list. C. Renier-Wigg suggested that it should be added to the motion that a separate waiting can be added if changes need to be made.

R. Hallet stated that they have not yet determined the number of vouchers for each of the vouchers. At this point they still need to determine what the level of need is to determine the number of vouchers they would need to apply for.

A motion was made by T. Diedrick, seconded by J. Fenner to approve applications for Family Unification Program Vouchers and Mainstream Vouchers.

T. Diedrick asked if they need to decide now how many vouchers to apply for. R. Hallet stated they don't have the information available right now to make that decision. She stated she has been in contact with service providers for both categories and are working on the number of vouchers needed. J. Fenner asked if this can be determined after they apply. R. Hallet stated that the number of vouchers is part of the application process and will be needed. J. Fenner asked if their recommendation is to go with this amount. R. Hallet stated her recommendation is to permit approval to apply and the number will be based on what they determine the need will be. A. Hartman asked if she had any idea of what that number would be. R. Hallet stated that

for the Mainstream vouchers they have not found a number yet and for the FUP vouchers it could be around 50. T. Diedrick stated for the Mainstream vouchers it could be in the area of 150-200 vouchers. A discussion continued regarding the number of vouchers. Information included the cost per unit, size of other Authorities, max amount and the amount that HUD is funding.

A. Hartman stated she would be uncomfortable with anything over 150 vouchers. J. Fenner stated he would like to set the Mainstream at 250. R. Hallet stated she would like to see the number determined based on data they can find from service providers.

A. Hartman stated she would not be happy if they applied for 250-300 vouchers. R. Hallet asked how she would feel if data showed that that many was needed. A. Hartman stated that she would want to see the data and why they chose the numbers they did for the application.

A motion was made by J. Fenner seconded by A. Hartman to open the floor for public comments. Motion carried

Keith Pamperin – K. Pamperin is here on behalf of a new Brown County Disabilities Advocacy Coalition. He found out these vouchers were available and wanted to support this opportunity. He suggested one way around the missing data for voucher numbers is to authorize up to a certain number of vouchers for each category, for example 100, and let R. Hallet figure out what the community needs are. This gives the comfort of knowing there won't be any more than the authorized number of vouchers.

C. Renier-Wigg stated that if they come upon data they shows their numbers are really off, then a special meeting would be warranted for the Mainstream. She concurred with K. Pamperin's suggestion.

The Authority was in agreement.

J. Fenner amended his motion to add a total of 200 voucher, 100 for each category, and adding a special meeting if concrete data comes back for a higher number of vouchers needed.

K. Pamperin then suggested to the Authority that they should review if their preferences target for these two groups for these vouchers as well as having separate waiting lists.

John Heugel – J. Heugel stated he is working with K. Pamperin on the Brown County Disabilities Advocacy Coalition. He stated he knows there is a need for these vouchers and encourages the PHA to apply for them.

C. Goddard then reiterated the motion made by J. Fenner: to apply for the vouchers with a guideline of up to 200 vouchers total, unless the data tells us otherwise, which will lead to a special meeting to discuss the information.

Motion carried.

A motion was made by J. Fenner, seconded by A. Hartman to close the floor and return to regular order of business. Motion carried.

BILLS AND FINANCIAL REPORT:

10. Consideration with possible action on acceptance of BCHA bills.

A motion was made by T. Diedrick, seconded by A. Hartman to accept the BCHA bills. Motion carried.

11. Consideration with possible action on acceptance of the BCHA financial report.

A. Hartman asked how much money they get back from fraud investigations. S. Schmutzer stated that number, through the end of April, is \$33,000 for HAP and about \$33,000 for Admin. A. Hartman asked if they expect that number to increase. S. Schmutzer stated a small increase could occur around June 15th, which is the extension deadline for filing people to taxes.

A motion was made by A. Hartman, seconded by T. Diedrick to accept the BCHA financial report. Motion carried.

ADMINISTRATOR'S REPORT AND INFORMATIONAL:

12. Conflict of Interest Waiver.

R. Hallet informed Authority members of the Conflict of Interest waivers. She explained the forms to Authority members and asked them to sign and indicate if they have any interest in rental property in Brown County.

13. Date of next meeting: June 18, 2018.

A. Hartman stated she will not be attending the June 18, 2018, meeting.

A motion was made by A. Hartman, seconded by J. Fenner to adjourn at 5:21 p.m. Motion carried.

jd:rh

SPECIAL MEETING

AGENDA BROWN COUNTY HOUSING AUTHORITY Monday, June 25, 2018, 8:00 a.m. City Hall, 100 N. Jefferson Street, Room 310 Green Bay, WI 54301

MEMBERS PRESENT: Corday Goddard –Chair, Tom Diedrick and John Fenner

MEMBERS EXCUSED: Ann Hartman

ABSENT: Sup. Andy Nicholson

OTHERS PRESENT: Robyn Hallet, Cheryl Renier-Wigg, Stephanie Schmutzer and Jonathan Ehlke (via Phone)

NEW BUSINESS:

1. Consideration with possible action on a request from TWG Development for financial support for a housing project, Broadway Lofts.

J. Ehlke thanked the Authority for meeting with him regarding the Broadway Loft projects and explained the purpose of the meeting is to request funding approval. He presented background information about TWG Development. He informed the Authority that TWG has an in-house construction and management company which gives them control of every aspect of this development from concept to construction. Additional information shared included when the company started, the number of units constructed and the economic impact they have on communities.

J. Ehlke then went into details regarding the Broadway Lofts projects. This parcel of land is on the old Larsen Green property and is now called the Railyard. He stated TWG's target is affordable housing for the workforce, for which there is a great demand now in our community, especially in downtown... He explained there will be on-site management of the property and the construction will take approximately one year and will create 120 temporary positions for construction workers. There will be 107 1, 2, and 3 bedroom unit apartments; 14 townhouses (3-bedroom 2 bathrooms) and one four story building along Broadway with 93 1, 2 and 3-bedroom apartments units. They will be serving a wide array of affordable housing, along with some higher income earners. He broke down who they will be serving in the area and the types of jobs they the tenants will likely have, which will be for those who work for the community and for everyday people in the community who cannot afford the average rent in Green Bay.

He gave an overview of funding sources for the project. At present, they have just over \$19 million for the project. The majority of the funding is coming from the Low Income Housing Tax Credit equity and a substantial amount as a deferred development fee that will cover the gap. They received a loan from Green Bay Housing Authority (GBHA) in the amount of \$530,000 at 1.5 percent for 35 years and the Redevelopment Authority (RDA) has also awarded HOME Funds in the amount of \$100,000. RDA also approved the TIF for the project. At this time they would like to request \$150,000 from the BCHA to make this project work.

J. Ehlke went into details regarding the project, including the layout of the apartments and townhomes, where they will be placed, parking and elevation.

He then went through the project schedule. Hoping for the awarding of funds from WHEDA in August, construction will begin then in the spring of 2019, with a 14 to 15 month construction period. A completion date for the completed buildings would be in July of 2020.

T. Diedrick asked J. Ehlke to explain to C. Goddard the information that was talked about on June 21, 2018, regarding accessibility. J. Ehlke stated that 40 percent of the apartments will have a roll-in shower, 100 percent will have lever handles on doors and sinks. He stated he is looking for feedback on the minimum door size and as of now, every door is 32 inches in width and all the accessible apartments have 36 inch doors. They are committed to accessibility. The only question they have is what percentage of units will have 36 inch door versus 32 inch doors. He will get the information for the Authority as soon as he can.

C. Goddard asked how or if this development impacts the concentration of poverty in that particular area of town. J. Ehlke stated he doesn't think there is a concentration of poverty, but rather a concentration of affordable workforce housing. C. Renier-Wigg stated that one of the issues that came up was that there was a fear there wouldn't be enough lower-income housing for those making less than 30 percent of AMI. Members of the GBHA were looking for more transitional housing from shelter and work your way up. They feel that there is a way for the lower-income families to be served in this project. T. Diedrick stated that TWG will also accept Housing Choice Vouchers.

C. Goddard asked J. Ehlke if they didn't approve this, would their project be dead. J. Ehlke responded essentially yes because the project is very tight.

J. Fenner asked if there are no longer the specific guidelines, as they had discussed last year about the Broadway Lofts, regarding homelessness, transitional housing and working with NEW Community Shelter. J. Ehlke stated that was correct. C. Goddard asked if there was anything prohibiting that from happening. J. Ehlke stated no. He stated last year they went for the nine percent allocation of tax credit, but did not receive that funding, which would have allowed for a much higher percentage of to be funded via tax credit. Without the funding, there is no longer a need for additional requirements on the project such as housing for homeless or working with a local shelter. Those types of arrangements are very costly, so they had to remove them to make the project work financially. The opportunity they have is to permit the use vouchers if applicants are referred from a shelter. He stated it's not a requirement on the front end, but they are willing to work it from the back end by working with NEW Community Shelter.

There was discussion about the BCHA commitment last time, which was only for eight Project Based Vouchers; there was no grant or loan committed by BCHA last time.

T. Diedrick asked if the money can be provided as a grant of \$75,000 and a loan for \$75,000 with the same terms as the GBHA. J. Ehlke responded affirmatively. T. Diedrick then asked since it is less money, if they could look a loan of 15 years versus 35 years. J. Ehlke stated they would be willing to work with that. He stated he likes the fact that they would be recycling money back into the Authority so it could be used for another worthy project down the line.

A motion was made by T. Diedrick, seconded by J. Fenner to approve the \$150,000 request of TWG to be given in a grant of \$75,000 and \$75,000 in the form of a 1.5 percent loan payable over 15 years. Motion carried.

A motion was made by J. Fenner, seconded by T. Diedrick to adjourn 8:44 a.m.

JD: RAH

NEVILLE PUBLIC MUSEUM
OF BROWN COUNTY



BRIDGING COMMUNITIES, CONNECTING GENERATIONS
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PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, July 9, 2018 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

PRESENT: Kevin Kuehn, Bernie Erickson, Tom Sieber, Erik Hoyer, and Sandy Juno
ALSO PRESENT: Kasha Huntowski, Kevin Cullen and Beth Lemke

CALL MEETING TO ORDER

1. Chair Kuehn called the meeting to order at 4:31PM.

2. APPROVE/MODIFY AGENDA

Motion made by Bernie Erickson and seconded by Erik Hoyer to approve the agenda.

Vote taken. **MOTION APPROVED UNANIMOUSLY.**

3. Museum Director Report. Museum Director Lemke shared with the Board that she is working on the 2019 budget and that any proposed rate and fee increases will be provided to members in advance of the August Governing Board meeting for review and questions.

Core Gallery Interpretive Plan work is progressing however internally created content for *BEES!* and *Delay of Game* must be completed first due to the August and September opening dates.

Regarding the proposal from the Museum's Collection Committee to deaccession a broken and unexhibitable Jeremiah Bullfrog Bobblehead from the Collection Museum Director Lemke requested deaccession. Discussion ensued with approval to deaccession if Bernie Erickson could not repair. Museum Director Lemke and Collections Manager Pfothauer issued a temporary loan agreement to Bernie Erickson to make the repair. If repair is not possible then per the motion approved unanimously made by Erik Hoyer and seconded by Tom Sieber action will stand to deaccession from the collection.

4. Such other matters as authorized by law:

Director Lemke informed the Board that she would NOT be present at the:

7/18 County Board Meeting due to the Association of Midwest Museums Conference in Chicago

9/27 Education and Recreation Meeting due to accepting the American Association of State and Local History Award of Merit in Kansas City, Missouri

Museum Director Lemke stated that the Executive office would be reaching out to members to discuss a possible RFI that would involve possible development on the current landscape.

The Board requested that the following points be taken into considered should conversation advance:

- Proper stewardship of the original 1997 parking lot donation from the Neville Public Museum Foundation including the donors who funded the necessary assets for the purchase
- Future use/collaborations need to benefit the museum operation and collection
- Would like clarification on how government, respective boards and potential community/business partners be involved from concept to final project

- Museum Director and Governing Board representation at discussions
- Discussion would need to include building maintenance /operations, land ownership and possibilities for diversifying earned revenue
- Specifically the Board would like to see one large project finished before starting a new one

**Next meeting of the Neville Public Museum Governing Board will be Monday August 13, 2018 at 4:30pm.
2018 meeting dates are as follows:**

September 10, 2018

October 8, 2018

November 12, 2018

December 10, 2018

5. Adjournment. Adjournment. Chairman Kuehn called the meeting to an end at 4:57PM.
Motion made by Bernie Erickson and seconded by Erik Hoyer to approve.
Vote taken. MOTION APPROVED UNANIMOUSLY.

PROCEEDINGS OF THE BROWN COUNTY PUBLIC SAFETY COMMUNICATIONS ADVISORY BOARD



Chief Eric Dunning – Ashwaubenon PubSaf
Chief Alan Matzke – DePere Fire/Rescue
Chief David Litton – Green Bay Metro PD
Chief Rich Vanboxtel – Oneida PD
Chief Greg Deike – Wrightstown PD

Sheriff John Gossage – BC Sheriff
Chief Derek Beiderwieden – DePere PD
Chief Randy Bani – Hobart/Lawrence PD
Chief Mark Hendzel – Pulaski PD

Director Larry Ullmer – County Rescue
Chief Andrew Smith – Green Bay PD
Chief Kurt Minten – Lawrence PD
Chief Tom Kujawa – UW-Green Bay PD

A regular meeting was held on **January 24, 2018** at Brown County Public Safety Communications Building, 3028 Curry Lane, Green Bay, WI.

I. Call to Order

The meeting was called to order by Public Safety Communications Advisory Board Chair Chief Derek Beiderwieden at 10:03 am.

II. Roll Call

Present: Chief Derek Beiderwieden, Chair
Chief Eric Dunning
Sheriff John Gossage
Chief David Litton
Chief Kurt Minten
Director Larry Ullmer
Lt. Matt Cain
Captain Paul Ebel
Chief Rich VanBoxtel
Chief Tom Kujawa

Also Present: Cullen Peltier, Brown County Public Safety
Jodi Meyer, Brown County Public Safety
Joe Massie, Brown County Public Safety

III. Approval/Modification of the Meeting Agenda

A motion to approve the January 24, 2018 agenda was made by Chief VanBoxtel and seconded by Chief Litton. Unanimously approved.

IV. Approval/Modification of the Minutes

A motion to accept the amended October 25, 2017 minutes was made by Sheriff Gossage and seconded by Chief VanBoxtel. Unanimously approved.

V. Communications Center Update

The center is currently one down in staff with one person left on the eligibility list. A continuous recruitment is still open and interviews will take place 1/26/17 and 1/29/17. The department is in the process of the TIME Audit as the agencies had audits within the past couple months. A reply was sent from their last request for information and just waiting to see what we provided is proficient. Cullen passed around copies of the Annual Report. Some items highlighted included in the end of the year accomplishments; LEAN initiatives, Back-Up Center procedure was created,

ongoing options for combining services with surrounding counties, staffing study, educate the community with Text to 911, ongoing sign up numbers for the CodeRED mass notification system, and obtained StormReady certification for Brown County from National Weather Service. Cullen also summarized the 2017 staffing level and turnover reduction which was a little higher at 18%. Another option is to wait until the current class and comp review which should be completed mid-year. The budget is going well in terms to the maintenance costs. The software costs are going down as a result of the new CAD system. The repairs and equipment costs have also gone down but will go up 2% incrementally in 2019 and 2020. The department is finally off the increasing bumps that were coming from the new radio system and have canceled the console equipment contract. A lot of those repairs were made in house so there were savings on time and materials which saves about \$10,000 per year. The other costs have stayed pretty flat in terms of training. The biggest increase is in the personnel costs which is 90%+ of the budget. Last year there was an increase in the overtime cost compared to 2016 because of a couple factors including; there was significant turnover compared to prior years which caused forced overtime and inverting and there was a \$30,000 to \$40,000 increase on a resolution that the County Board had passed for 2017 that allowed people to count their vacation hours towards hours worked. They did end up getting rid of that solution because it caused a negative unintended consequence which caused other departments a bunch of money across the board. This will help save on overtime costs this year. With the savings our department is hoping to increase training pay, staff will get a flat rate on cover weeks and incentivize staff to be on Certified Trained Officer Team. Cullen also went over the 2018 goals which included finish up the implementation of the new CAD system, implement TeleStaff Time Keeping System, continue to work with other counties, improve performance evaluations and continue work on CodeRED.

Cullen brought up the issue from last meeting with Outagamie County with having their radios on a system. Joe Massie has been communicating with them and there was a MABAS meeting. Also our communications group met with there is Buchanan. Staff thought it was figured out but when it went back to their communications center leadership it came back this week saying that they would need a DVRS solution versus putting the radios back on the system. From this center's perspective and their MABAS presidents' perspective that it is not a good solution because it is not meant for a day-to-day mutual operation like it was supposed to be. Communication continues to go back and forth but will get this resolution figured out. The center had provided Outagamie the number of radios that are on Brown County's system as requested.

All of the fire departments are updating their templates. There is a standard county wide template that the department pays for. If the other fire department agency does not use the standard template there is a couple that have mutual aid groups up in the Packerland fire district, which is a combination of a few departments up in the northwest corner, which pays for their own templates. The center has adjusted the screens and is ready to go and now waiting on the agencies to get their radios programmed. Joe also said to hold off on Frank's Radios until the letter of authorization from Door County comes through for their fire channels. Frank's Radios is going to build the template because it will be \$125 per template. There will be four different templates for a mobile, single band, dual bands and portable. Baycom was higher.

Chief Litton had a couple questions pertaining to starting pay for Telecoms. Chief Litton mentioned that he is a big fan of people being paid adequately and if there is an issue the board needs to talk to them individually. Cullen appreciates the support. Chief Mitten asked if there was some type of motion for more pay and if it would help. Cullen mentioned that he started a conversation with Administration yesterday and would like to see where it goes first. Cullen will

either keep the board updated in between meetings or will have an answer at the next meeting in April.

VI. Phone/CAD Upgrades Update

Cullen mentioned to take phone updates off of the next agenda as the project is completed and stabilized.

Cullen reviewed the timeline; the go-live is scheduled for May 15th but the challenge is that is the same time as the State's Dark Sky exercise and activating the EOC for that. The department was not aware of the conflict date at the time the go-live date was set but it is important to get the new CAD up and running. The power using training is scheduled February 19th through the 22nd which includes the six lead telecommunicators and the two trainers. Then the MDT training for train the trainers April 4th through the 5th which includes four 2-hour sessions on each of those days. Six for Law Enforcement and two for Fire. Then the CAD training for the departments' staff and train the trainers from Agencies are scheduled for April 23rd through May 4th. Because of the lag time between trainings and how many people have to be trained, there will be 4-hour refresher classes May 7th through May 11th.

Cullen also wants to mention what was brought up at the last MABAS meeting is there are currently some people experimenting with cellular enabled tablets. Because of this being a web based system, the idea would be to have the ability to have a tablet in your vehicle, take it out of a vehicle, use it on the call or whatever it is however the issue of being able to get back into the county network when you are doing that on the cellular enabled devices. Green Bay Fire recently purchased some cellular enabled iPads. Staff has done some researching and there is a net motion app that can be put onto the devices that would enable you to get back into the net motion system which is up in the air right now. The only reason Cullen mentions this is to possibly hold off because CAD is very basic in functionality which works very well on just a tablet environment that agencies may not need the whole MDT, cradle point set up and things like that. Agencies may not have to stick a lot of money into it. Lt. Cain asked when Cullen was talking about the April work group to get set up with a programmer, who is Beth? Cullen answered Beth Rodgers is Brown County's Technical Services manager for this project. She also works very closely with the Sheriff's department. Lt. Cain mentioned that their Programmer is already coming back with a lot of bumps and was talk about getting a representative from Securus on that. Cullen mentioned that is may be necessary for them to come up and work with the current people. Beth's contact information is as follows: 920-448-4026 and Rodgers_BA@co.brown.wi.us. Cullen also reported that all of the fire interfaces are completed.

VII. Standardization Operating Procedures Update

Cullen stated there are no updates at this time.

Chief Van Boxtel mentioned that after the Lambeau incident Cullen started talking about a tactical alert system for Law Enforcement. Currently Jeff Englbrecht is working with Todd Zeigle from the Sheriff's department to put together some type of frame work such as the Lambeau Active Shooter, somewhat like a MABAS card, where it would be a multi-jurisdictional response. Joe added that after the event a supervisor asked if there was a way to get a single notification out to everybody on the Law side. The way that the radio system is set up unfortunately one notification will not catch every Law Officer that is out there. There are announcement groups on the system; one for GBPD, one for Ashwaubenon/De Pere and one for Brown so if staff wanted to get the word out staff would have to do it three different times.

VIII. Dispatch Users Group (DUG) Update

No updates as this time.

IX. Roundtable

Chief Van Boxtel updated the group that they are putting level four ballistic bullet proof vests on every single line position in their fleet; fire, ambulances, all staff cars as well as extras for any certain event that their department is assigned. Their department has also started working very closely with police on start-up of a tactical ems systems within one of their directions. There will be a certain amount of medics within their teams and there will be protection going further here but this is just the start up.

Cpt. Ebel also added they are also working with the fire department on mass casualty incidents. They have worked with Chief Goplin and the hospitals on first hour response to have an order to the chaos of having multiple people injured who and how will they get there. In Las Vegas we saw people stealing pickup trucks to load people up and driving them to the hospitals. They are working on how to manage that first hour.

X. Other Matters

No other matters.

XI. Next Meeting

The next meeting will be held on April 25, 2018 at 10am.

XII. Adjourn

A motion to adjourn was made by Chief Van Boxtel and seconded by Chief Dunning.

Unanimously approved. Meeting adjourned at 10:50 am.

Chief Derek Biederwieden, Chair
Public Safety Advisory Board

Cullen Peltier, Director
Public Safety Communications